



Office Use Only	
Permit Num.:	Fee:
Plan Review:	Fee:

## Fire Sprinkler Permit Application

Plan submittals must include this document and may be:

- Delivered to: Building Inspections at 440 S Church St., M-F, 8:00 – 5:00.
- Mailed to: Building Inspections at 440 S Church St. Spartanburg, SC 29306

Total Contract Price: \_\_\_\_\_

Application Date: \_\_\_\_\_

### Installation Location

Business/Location Name:	
Street Address:	Building/Suite:
Property Owner/Rep Name:	Owner/Rep. Contact Number:
Occupancy Classification(s) : <input type="checkbox"/> Assembly <input type="checkbox"/> Business <input type="checkbox"/> Educational <input type="checkbox"/> Mercantile <input type="checkbox"/> Hazardous <input type="checkbox"/> Factory Industrial <input type="checkbox"/> Storage <input type="checkbox"/> Residential <input type="checkbox"/> Institutional	

### Installation Contractor

Contract company:	Address:
Sprinkler Contractor State License #:	Expiration Date:
Contact person name:	Contact Phone:
Contact fax:	Contact E-mail:

### Fire Sprinkler System Details

Square Footage of Project Area:	Number of Risers:
Installation: <input type="checkbox"/> New Construction <input type="checkbox"/> Renovation/Remodel <input type="checkbox"/> Change of Hazard Class	
System Type(s): <input type="checkbox"/> Wet <input type="checkbox"/> Dry <input type="checkbox"/> Pre-Action <input type="checkbox"/> Deluge <input type="checkbox"/> Anti-Freeze <input type="checkbox"/> Other:	
Design per NFPA: <input type="checkbox"/> 13 <input type="checkbox"/> 13R <input type="checkbox"/> 13D Coverage: <input type="checkbox"/> Full Coverage <input type="checkbox"/> Other:	
Operation: Area of Sprinkler Operation:	Area Per Sprinkler: Density:
Hazard(s): <input type="checkbox"/> Light Hazard <input type="checkbox"/> Ordinary 1 <input type="checkbox"/> Ordinary 2 <input type="checkbox"/> Extra 1 <input type="checkbox"/> Extra 2 <input type="checkbox"/> Special	
Standpipes: <input type="checkbox"/> None <input type="checkbox"/> Auto Wet <input type="checkbox"/> Manual Wet <input type="checkbox"/> Auto Dry <input type="checkbox"/> Manual Dry	
Other: <input type="checkbox"/> High Piled/Rack Storage <input type="checkbox"/> Room Design Method Applied <input type="checkbox"/> Original System per Pipe Schedule design	

### Submittal Checklist

<input type="checkbox"/> Include page 1 of this application and 3 sets of prints
<input type="checkbox"/> I have reviewed the checklist on the back of this document (or page 2 of duplicates) and the prints include all items noted
<input type="checkbox"/> Installation contractor is properly trained and qualified to install fire sprinkler systems

The contact person listed above will receive comments and/or permit approval after the plan review has been completed. A Permit and Plan Review fee will be assessed based on the total value of the project, but not less than a \$40 Permit Fee and a Plan Review Fee (when applicable) of \$40. Permit and Review fees increase proportionally to the contract value of the project.

I hereby make application for permit to perform the work described herein, and if permit is granted, I agree to conform to all review comments, City Ordinances, State/International/National Codes as applicable, and applicable requirements set forth by the City or State Fire Marshals Office, whether specified herein or not, and in accordance with all plans submitted. I certify that the information given is true and accurate:

\_\_\_\_\_  
Print

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date

# Fire Sprinkler Permit Application

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## Plan Submittal Check List

The following check list is provided as a summary of the minimum information required before a review will be initiated. It is the contractor's responsibility to have a thorough working knowledge of the applicable City, State, National Fire Protection Association (NFPA), and International Code Council (ICC) requirements and to include additional information specific to this system. Failure to provide information will delay the review process.

### All Projects (included on prints)

1. Name, address, phone, fax, e-mail, and state sprinkler contractor's license number.
2. Creation date of plan, revision dates, point of compass, scale and graphic representation of scale.
3. Complete address (include building name or suite) of project (include tenant name if known).
4. Clear and definitive scope of work for the project and the company permitting the work.

### New Installation/Major Remodel and all Group E (Educational), I (Institutional), A (Assembly)

5. Site/plot drawings with paved roads, fire lanes, parking, and building orientation. Include locations of area hydrants, the remote FDC. FDC's shall be labeled in accordance with City Requirements.
6. Site/plot drawings indicating location, weight/class, size and length of underground piping and materials from water source to riser. Include any valves, meters, valve pit (include pit details), depth to bury pipe, thrust blocks, etc. All valves, including backflow, shall be electronically monitored.
7. One set of: hydraulic calculations for all remote areas, cut sheets for all components, P.E. signed/sealed FSSS and COC. Submittal to the State Fire Marshal's Office for all projects over 5,000 square feet.
8. Provide the type of construction (per NFPA 13). Include locations of wall partitions, fire walls, floor openings, concealed spaces, etc. Clearly label each area/room as to its use or title. Any area without sprinklers shall be clearly indicated and the appropriate NFPA 13 exception number shall be included.
9. Provide system design data at each design area. Hydraulic reference points shown on the plan shall correspond with a comparable reference on the hydraulic calculations.
10. Include full height cross section and elevations of the facility, include ceiling construction.
11. If room design method is used, provide information of room rating, including self-closing doors and indicate all unprotected wall openings throughout that floor.
12. Indicate location and type of inspector test. Show all control valves, switches, and alarm/flow devices. Flow switches per level of the building and an exterior water flow alarm will be required per City Code.
13. Indicate all duct work, ceiling layouts, lighting, diffusers, etc. which may effect the system coverage.
14. Show size, type, piping, drainage, location and elevation of: risers, drains, house outlets, hand hose, etc.
15. Show settings for pressure reducing valves at all levels.
16. Legend shall clearly indicate the sprinkler type, temperature, manufacturer, etc. of each head.
17. Indicate spacing of sprinklers and number of sprinkler in each story or fire area.
18. Indicate type and location of hangers, sleeves, flexible couplings, and braces. Provide location spacing, direction, and calculations on loads for sizing of sway bracing with materials detail.

## Required Inspections and Documents

Underground material certificate and full bore flush test, rough-in/overhead before concealment, hydro test (and air for dry systems), flow response test, and final. Additional testing may be required based on system or complexity.

## Pre-Final Inspection Check list

The contractor shall verify completion of the following items, any item from this list found outstanding at the time of the final will result in termination of the inspection and assessment of a re-inspection fee.

- All previous inspections completed and deficiencies corrected.
- Installation per the submitted prints or deviations approved and as-built drawings prepared for inspector.
- Permit, stamped drawings, and 3 copies of the Certificate of Completion on site.
- A copy of the submittal package and Certificates shall be placed in a plan tube labeled "Sprinkler Plans – Do Not Remove From Site" and installed at the sprinkler riser or other approved location.